

**Subject:** Miranda Pater away from the Office January & February  
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Good Morning Consultants.

I am planning to be away from the office from 12/28 thru approximately March 2, 2018. Please ensure that as new drafts of MDP/ER's are submitted to the N&BID Division, Shannon Hoppes is copied on the drafts ([shannon.hoppes@lacity.org](mailto:shannon.hoppes@lacity.org)). She will be reviewing the reports in my stead while I am away from the office. Shannon can be reached at [\(213\) 978-1023](tel:(213)978-1023).

As a reminder, the deadline for submission of MDP/ER's has passed. We have 6 of 9 renewal/modification MDP/ERs in the review process. Please ensure that you are aware that all of the MDP/ERs **must be reviewed, approved and petition process completed by May 11,, 2018.**

**Given that 8/1/18 is the deadline to submit data to the county for renewing BIDs.**

**5/29/18 & 5/30/18 is the last date for the Ordinance of Intention to be adopted for a Council public hearing and Ballot Tabulation for renewals at the end of June (Ccl recess in July).**

**5/22/18 is the last date for Economic Development Committee meeting for renewals.**

**4/30/18 is last date to reach 50% petition level in time for the last Economic Development Committee Meeting.**

Your cooperation is appreciated.

Happy Holidays and Thank you.

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Counting my blessings - Sing and be Happy Today!

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